

**COMMITTEE MEETING SCHEDULES
&
SPECIAL BOARD MEETING AGENDA**

DATE: Committee Meetings – Wednesday, October 8, 2014
Special Board Meeting – Thursday, October 9, 2014

TIME: October 8, 2014 9:00 a.m.
October 9, 2014 8:00 a.m.

LOCATION: The Lusso Hotel (across Sprague from the Davenport)
808 West Sprague Avenue
Spokane, WA 99201

ATTENTION: Board and Committee meetings are open to the public except when business calls for a Closed Session. The Board Chair will announce the purpose and estimate when Closed Session will conclude. Start times are subject to change by the Board or Committee Chair.

BOARD MEMBERS

Scott Valentine, PLS, Chair	(Spokane)
Chun Lau, PE, SE, Vice-Chair	(Bellevue)
Stephen Shrope, PE, SE	(Spokane)
Neil A. Norman, PE	(Richland)
Nirmala Gnanapragasam, PhD, PE	(Seattle)
James Wengler, PLS,	(Port Angeles)
Ivan VanDerWege, PE	(Battle Ground)

STAFF MEMBERS

George A Twiss, PLS, Executive Director	(360) 664-1565
Michael R Villnave, PE, Deputy Exec. Dir.	(360) 664-1578
Cassandra Fewell, Executive Assistant	(360) 664-1564
Jill Short, Investigations Manager	(360) 664-1561
Shanan Gillespie, Management Analyst	(360) 664-1570
Elizabeth Lagerberg, AAG Advisor	

BOARD COMMITTEE MEETINGS
Wednesday, October 8, 2014

Exam/Qualifications Committee (Florentine) 9:00 a.m. – 11:00 a.m.

Review of exam related subjects and application eligibility.

Committee Members: Ms. Gnanapragasam– Chair, Mr. Lau, and Mr. VanDerWege.

Report under #6.2

Discussion Topics

Closed Session

1. Review of applications involving special circumstances:
Foreign degree; criminal / disciplinary history; FE exam waivers

Open Session

2. Review and discussion of waivers and related sequencing of exams.
3. Miscellaneous related communications.

Practice Committee (Florentine) 11:15 a.m. - 1:00 p.m.

Review of complaints, disciplinary actions, and policy interpretations on scope of practice.

Committee Members: Mr. Norman–Chair, Mr. Shrope, and Mr.

Report under #6.3

Discussion Topics

Closed Session

1. Review of new complaints

Open Session

2. Disciplinary Business.
 - Actions on new complaints
 - Staff briefing over ongoing case activity
 - Compliance report on existing Board orders.
3. Interpretations and responses to questions about professional practice

*****Lunch Recess*****

1:00p.m. to 2:00 p.m.

Surveying Committee (Florentine) 2:15 p.m. – 3:30 pm

Review of questions on professional practice and administrative issues related to state licensing examination.

Committee Members: Mr. Valentine–Chair, Mr. Norman, and Mr. Wengler.

Report under #6.4

Discussion Topics

1. Discussion on revised language for:
 - a. “Practice of Land Surveying”
 - b. “What topographic measurements may a professional engineer perform?”
2. Defining Hydrographic Surveys
3. Peer review checklist
4. Miscellaneous topics on survey practice

Executive Committee

(via teleconference, 10/6/2014)

Review of administrative issues: budget, personnel and strategic initiatives.

Committee members: Scott Valentine - chair, Chun Lau, Stephen Shrope.

Board staff: G. Twiss, M. Villnave, C. Fewell

Report under #6.1

Discussion Topics

1. Budget, Fund Balance, Fees and other fiscal matters
2. Executive Director recruitment and evaluation process
3. Discussion on mobility involving previously taken PE and FE exams.

At the conclusion of committee business on October 8th, the Board will recess until October 9, 2014 at 8:00 a.m. in the Florentine Room.

RECESS

SPECIAL BOARD MEETING

Florentine A & B

Thursday, October 9, 2014

OPEN SESSION

8:00 a.m.

Board Chair Scott Valentine, PLS, will open the meeting with introductions and a brief overview of the days schedule. He will provide an estimate for the duration of the *Closed Session*. Once *Closed Session* is complete the Board will take a 10-minute break before resuming open session.

CLOSED SESSION

Executive Session

- Confer with AAG; Legal Issues; Deliberations (if necessary)
- Annual Board review of Executive Director performance.

Adjudicative Session

- Review of any proposed board orders
- Review on Informal Disciplinary Recommendations

OPEN SESSION

1. Call to Order

- 1.1 Order of Agenda
- 1.2 Approval of Consent Agenda Items
 - 4.4 *NCEES Correspondence/Press Releases*
 - 7.1 *Summary of Action Items*
 - 8.1 *Board Correspondence*
 - 9.1 *Board Outreach Activities*
- 1.3 Approval of draft Minutes, Special Board Meeting, August 7, 2014

2. Rule Making, Rule Hearings, BAP Appeals, Public Presentations

- 2.1 Report on rule making status

- 2.2 Rule priorities
3. **Disciplinary and Investigation Items**
 - 3.1 Action on proposed or modified Board Orders
 - 3.2 Investigation Recommendations
4. **Executive Director's Report**
 - 4.1 Board Administrative Issues
 - 4.1.1 Board Journal
 - Status of Fall publishing and schedule
 - 4.2 BPD / DOL Business
 - 4.2.1 BPD Restructure
 - Proposed organizational plan
 - Review and updating of Interagency Agreement
 - 4.3 NCEES Annual Meeting follow up
 - 4.4 *NCEES Correspondence/Press Releases (consent item)*
5. **Assistant Attorney General's Report**
 - 5.1 Discussion on issues under consideration by the Board.
 - AAG opinion on Investigative Records
6. **Committee Reports**
 - 6.1 Executive Committee
 - 6.2 Exam / Qualifications Committee
 - 6.3 Practice Committee
 - 6.4 Surveying Committee
7. **Old Business**
 - 7.1 *Summary of Action Items from past meetings (consent item)*
8. **New Business**
 - 8.1 *Board correspondence (consent item)*
 - 8.2 Review of action Items from this meeting.
 - Practice Committee
 - Exam & Qualifications Committee
 - Surveying Committee
 - Executive Committee
 - Board Meeting
9. **Other Business**
 - 9.1 *Board Outreach Activities (consent item)*
 - 9.2 Award presentation to Seattle University
 - 9.3 Reports on ABET visitations
10. **Next Committee and Special Board Meetings**

10.1 Date: December 10 & 11, 2014
 Location: Radisson Hotel
 SeaTac, WA

10.2 Special agenda items for December

- Renewal of Interagency Agreement and meeting with Director, Pat Kohler.

11. Adjournment